



Date : OCT 19 1979

Reply to
Attn of : HRAC

Subject: Request for estimate of annual operational and developmental reporting costs

To : Interagency Reports Coordinator
Central Intelligence Agency

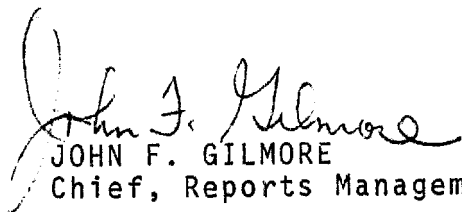
The General Services Administration, Public Buildings Service, is preparing a revised cost estimate for the currently approved interagency report entitled "Appraisal of Fair Monthly Parking Rate Per Space (IRCN 0225-GSA-AR)." We would appreciate your assistance in obtaining estimates of annual operational and any developmental costs for your department/agency to prepare and submit this report.

Enclosed are copies of the justification statement; FPMR Temporary Regulation D-65, Federal Employee Parking Facilities; and GSA Form 3183, Appraisal of Fair Monthly Parking Rate Per Space, which are to be used in the preparation and submission of this cost estimate.

"The Guide to Estimating Reporting Costs" issued by GSA/NARS should be used to assist you in developing your cost estimate. It is recommended that your cost estimate be computed on the enclosed Optional Form 101, Summary Worksheet for Estimating Reporting Costs.

We would appreciate receiving your completed Optional Form 101, and related papers by December 7, 1979. These should be forwarded to: General Services Administration (HRAC), Washington, DC 20405.

If you have any questions regarding this request, please contact me or James Flowers on 566-1164.



JOHN F. GILMORE
Chief, Reports Management Branch

Enclosures

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